Fellowes

# POWERSHRED® 79Ci

## THE WORLD'S **TOUGHEST** SHREDDERS™

Please read these instructions before use.
Do not discard: keep for future reference.

Fellowes

Quality Office Products Since 1917

# ENGLISH
Model 79Ci

## KEY

A. SafeSense® Technology
B. Paper entry
C. See safety instructions
D. CD/Card safety flap
E. Pullout bin
F. Casters
G. Disconnect power switch
- O 1. OFF
- I 2. ON

H. Control Panel and LEDs
- 1. Overheat (red)
- 2. Bin open (red)
- 3. Bin full (red)
- 4. Remove Paper (red)
- 5. SafeSense® indicator (yellow)
- 6. Sheet capacity indicator
- 7. Auto (blue)
- 8. Reverse
- 9. ON/OFF (blue)
- 10. Forward

## CAPABILITIES

**Will shred:** Paper, credit cards, CD/DVDs, staples and small paper clips

**Will not shred:** Adhesive labels, continous form paper, transparencies, newspaper, cardboard, large paper clips, laminates, file folders, X-rays or plastic other than noted above

**Paper shred size:**
Cross-Cut.....5/32" x 1-1/2" (3.9 x 38mm)

**Maximum:**
Sheets per pass ..... 14*
CDs/Cards per pass ..... 1*
Paper entry width.....9" (230mm)

*8.5"x11", 20lb., (75g) paper at 120V, 60 Hz, 4Amps; heavier paper, humidity or other than rated voltage may reduce capacity. Recommended daily usage rates: 500 sheets, 25 credit cards; 10 CDs. 14 sheets per pass.

Fellowes SafeSense® shredders are designed to be operated in home and office environments ranging between 50 – 80 degrees Fahrenheit (10 – 26 degrees Celsius) and 40 – 80% relative humidity.

## ⚠WARNING: IMPORTANT SAFETY INSTRUCTIONS — Read Before Using!

- Keep away from children and pets. Keep hands away from paper entry. Always set to off or unplug when not in use.
- Keep foreign objects – gloves, jewelry, clothing, hair, etc. – away from shredder openings. If object enters top opening, switch to Reverse (◁◁) to back out object.
- Never use aerosol products, petroleum based lubricants or other flammable products on or near shredder. Do not use canned air on shredder.
- Do not use if damaged or defective. Do not disassemble shredder. Do not place near or over heat source or water.
- Operation, maintenance, and service requirements are covered in the instruction manual. Read the entire instruction manual before operating shredders.
- This shredder has a Disconnect Power Switch (G) that must be in the ON (I) position to operate shredder. In case of emergency, move switch to OFF (O) position. This action will stop shredder immediately.
- Avoid touching exposed cutting blades under shredder head.
- Shredder must be plugged into a properly grounded wall outlet or socket of the voltage and amperage designated on the label. The grounded outlet or socket must be installed near the equipment and easily accessible. Energy converters, transformers, or extension cords should not be used with this product.
- FIRE HAZARD – Do NOT shred greeting cards with sound chips or batteries.
- For indoor use only.

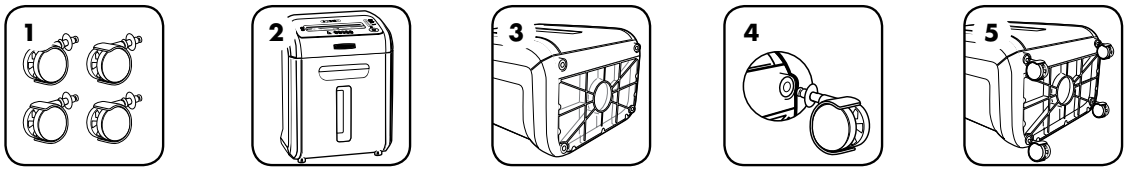
**Warning:** Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment. **NOTE:** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

## BASIC SET UP

**CASTER INSTALLATION**

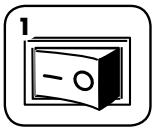


## BASIC SHREDDING OPERATION

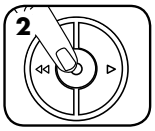
**Continuous operation:**
12-minute maximum

**NOTE:** Shredder runs briefly after each pass to clear entry. Continuous operation beyond 12-minutes will trigger 20-minute cool down period.

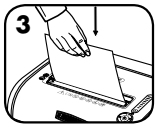
**PAPER OR CD/CARD**



Plug in and put disconnect power switch in ON (I) position

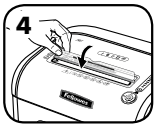


Press (⏻) ON to activate (blue)

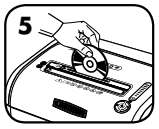


Feed paper straight into paper entry and release

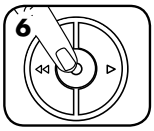
or



To shred CDs or credit cards rotate safety flap into place



Hold card/CD at edge. Feed into center of entry and release



When finished shredding set to OFF (⏻)

## ADVANCED PRODUCT FEATURES

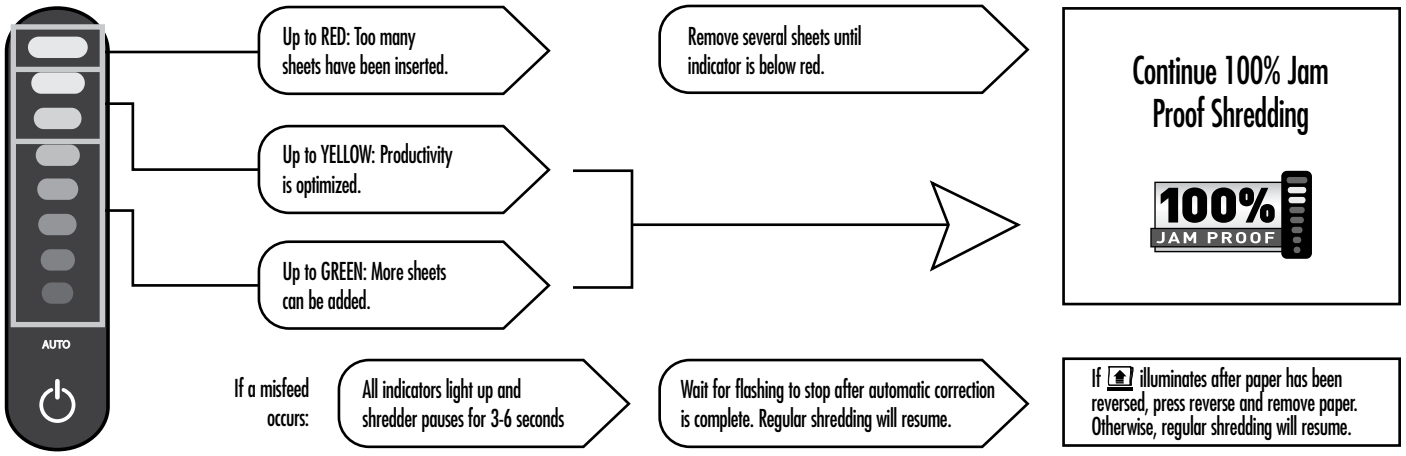
**Jam Proof System**
Eliminates paper jams and powers through tough jobs.

**Patented SafeSense® Technology**
Stops shredding immediately when hands touch the paper opening

**SilentShred™ Technology**
SilentShred™ noise quality shreds without noisy disruptions

## 100% JAM PROOF SYSTEM OPERATION*

**Eliminates paper jams and powers through tough jobs.**

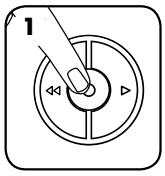

1
Advanced Jam Prevention- Electronically measures paper thickness to prevent paper jams:
2
3
Up to RED: Too many sheets have been inserted.
Remove several sheets until indicator is below red.
Up to YELLOW: Productivity is optimized.
Up to GREEN: More sheets can be added.
Continue 100% Jam Proof Shredding
100%
JAM PROOF
AUTO
If a misfeed occurs:
All indicators light up and shredder pauses for 3-6 seconds
Wait for flashing to stop after automatic correction is complete. Regular shredding will resume.
If illuminates after paper has been reversed, press reverse and remove paper. Otherwise, regular shredding will resume.

***100% Jam Proof when used in accordance with user manual**

## SAFESENSE® TECHNOLOGY OPERATION

**Stops shredding immediately when hands touch the paper opening.**

**SET-UP AND TESTING**



Turn the shredder ON (⏻) to activate SafeSense®

Touch test area and look for the SafeSense® indicator to illuminate

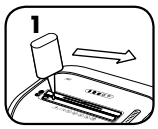
SafeSense® is active and working properly

## PRODUCT MAINTENANCE

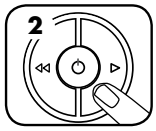
### OILING SHREDDER

All cross-cut shredders require oil for peak performance. If not oiled, a machine may experience diminished sheet capacity, intrusive noise when shredding, and could ultimately stop running. To avoid these problems, we recommend you oil your shredder each time you empty your waste bin.

**FOLLOW OILING PROCEDURE BELOW AND REPEAT TWICE**




*Apply oil across entry




Press and hold forward (▷) 2-3 seconds

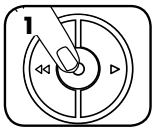
**⚠CAUTION** ***Only use a non-aerosol vegetable oil in long nozzle container such as Fellowes 35250***

### CLEANING AUTO-START INFRARED SENSORS

Paper detection sensors are designed for maintenance free operation. However, on rare occasions the sensors may become blocked by paper dust causing the motor to run even if there is no paper present.

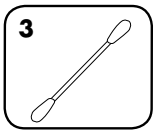
(Note: two paper detection sensors are located in the center of the paper entry).

**TO CLEAN THE SENSORS**




Turn off and unplug shredder

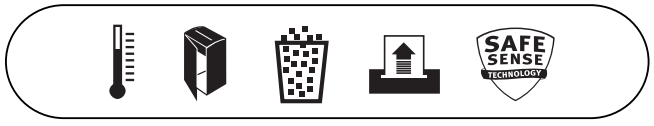
Locate Auto-start infared sensor




Dip cotton swab in rubbing alcohol

Using cotton swab, wipe away any contamination from the paper sensors

## TROUBLESHOOTING




**A. Overheat Indicator:** When the Overheat Indicator is illuminated, the shredder has exceeded its maximum operating temperature and needs to cool down. This indicator will remain illuminated and the shredder will not operate for the duration of the recovery time. See Basic Shredding Operation for more information about the continuous operation and recovery time for this shredder.

**B. Bin Open:** The shredder will not run if the bin is open. When illuminated, close the bin to resume shredding.

**C. Bin Full:** When illuminated, the shredder waste bin is full and needs to be emptied. Use Fellowes waste bag 36052.

**D. Remove Paper:** When illuminated, press reverse (|◁◁) and remove paper. Reduce paper quantity to an acceptable amount and refeed into paper entry.

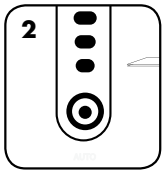
**E. SafeSense® Indicator:** If hands are too close to the paper entry, the SafeSense® indicator will illuminate and the shredder will stop shredding. If SafeSense® is active for 3 seconds, the shredder will automatically turn off and the user must press the power button on the control panel to resume shredding.

### 100% JAM PROOF JAM PROOF SYSTEM*

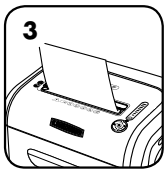
**Eliminates paper jams and powers through tough jobs.**

**DISABLING THE FEATURE**

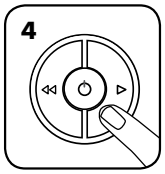
Should you choose to disable the system, press and hold the auto button (blue) and reverse (◁◁) key at the same time



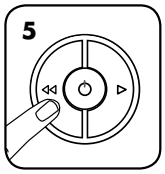

Once disabled, the blue Auto light is no longer illuminated (To re-engage, repeat step 1)




Shredding can continue with the system disabled, however a paper jam may occur with too many sheets and Remove Paper icon ( ) will illuminate




If jam occurs, press and hold forward (▷) key until the document is completely through the shredder




If not cleared, press reverse (◁◁) briefly (repeat steps 4 and 5 until shredded)

If steps 4 and 5 do not clear jam, reverse paper all the way out, remove several sheets and refeed

***100% Jam Proof when used in accordance with user manual**

# LIMITED PRODUCT WARRANTY

Limited Warranty: Fellowes, Inc. ("Fellowes") warrants the parts of the machine to be free of defects in material and workmanship and provides service and support for 2 years from the date of purchase by the original consumer. Fellowes warrants the cutting blades of the machine to be free from defects in material and workmanship for the lifetime of the shredder. If any part is found to be defective during the warranty period, your sole and exclusive remedy will be repair or replacement, at Fellowes' option and expense, of the defective part. This warranty does not apply in cases of abuse, mishandling, failure to comply with product usage standards, shredder operation using an improper power supply (other than listed on the label), or unauthorized repair. Fellowes reserves the right to charge the consumers for any additional costs incurred by Fellowes to provide parts or services outside of the country where the shredder is initially sold by an authorized reseller. ANY IMPLIED WARRANTY, INCLUDING THAT OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS HEREBY LIMITED IN DURATION TO THE APPROPRIATE WARRANTY PERIOD SET FORTH ABOVE. In no event shall Fellowes be liable for any consequential or incidental damages attributable to this product. This warranty gives you specific legal rights. The duration, terms, and conditions of this warranty are valid worldwide, except where different limitations, restrictions, or conditions may be required by local law. For more details or to obtain service under this warranty, please contact us or your dealer.